



Special Finance Committee Minutes

Monday, November 23, 2020 – 6 PM • Virtual by Zoom

Item	Presented By:	Action	Topic	Report
Call to Order & Roll Call	Mr. Boettcher		Committee Members: Matt Boettcher, Chair Sharon Chaney Eric Pridonoff Advisors: Ron Hirth, Administrator Andy Lanser, Fiscal Officer Terry Donnellon, Solicitor Chris Campbell: Police Chief Anna Gedeon, Budget Analyst	<p>The Finance Committee of Council convened a Special meeting on Monday, November 23, 2020 at 6 PM by video conference with Council Member Boettcher presiding. The Mayor had previously called this meeting as a special meeting to review and conduct business related to the financial operations of the Village.</p> <p>This remote access meeting was allowed by emergency legislation adopted by the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC Section 121.22 allowing public meetings by telephone or video conference during the current pandemic and the declared State of Emergency. As required by the statute, notice of the video meeting was publicized more than 24 hours in advance to allow public access. The public was also given back up numbers to call in the event there were difficulties accessing the meeting by Zoom video. This Notice of Meeting was posted on the Village's website and a similar Notice was sent to various media outlets.</p> <p>Roll call of committee members: Matt Boettcher, Chair: Present Sharon Chaney: Present Eric Pridonoff: Not Present</p> <p>Motion to excuse Mr. Pridonoff by Ms. Chaney Second by Mr. Boettcher All in favor</p>
Set the Agenda & Adopt	Mr. Boettcher	Review & Motion		<p>Motion to adopt the agenda as amended by Ms. Chaney Second by Mr. Boettcher All voted in favor</p>
Persons Registered to Address the Committee	None		None	None

Minutes to be Approved	Mr. Lanser	Review & Motion	Committee Minutes	October 26, 2020 Finance Committee Minutes for approval. Motion to approve the minutes by Ms. Chaney Second by Mr. Boettcher All voted in favor
Discussion				
New Business			<ul style="list-style-type: none"> • Financial Packet for October 2020 • YTD Revenue overview • Re-appropriations for 2020 COVID funding 	<ul style="list-style-type: none"> • The Village had an adjusted bank balance of \$2.8 million. Of this approximately \$2.6 million rests in the Village's primary checking account, while the remaining balance resides in the Village's several law enforcement supplemental funds. Please note that of the amount found in the Village's primary checking account, the vast majority of that is allocated to several Village's dedicated road and street funds, and can only be used for that purpose. • Village issued 95 payments to vendors in the amount of \$285,616.59. Top five payment payees for October FY20 were payroll (\$114,113.06), Welsh excavating (\$32,555.71), Rumpke (\$18,258.71), Ohio Police and Fire Pension (\$17,759.30), and River City Furniture (\$9,178.00). • As for receipts, the Village received 28 payments totaling \$325,192.87. • Total General Fund revenue for the month was \$133,587.01, nearly \$8,000 more than what the Village generated over the same period last year. • Village has generated \$713,683.99 in income tax receipts for the year. This figure is 5% more than what the Village generated in income tax receipts through October FY19. • Village appropriation spend remains below that over the same period from last year in the amount of \$78,734.40. • Village has generated 104% of General Fund revenue forecast. Total General Fund revenue received through today is \$1,953,437.31, \$76,125.31 more than what was forecasted. • This includes \$765,467.74 in income tax receipts, \$50,467.74 more than what was forecasted. • Administration expects additional revenue to be generated during month of December. • Tabled for tonight. Will be added to the agenda for next meeting. • Village Administration has requested that Police Department leadership conduct a thorough benefit and cost analysis of their Department in order to identify potential solutions to unused vacation collected by officers. Due to scheduling requirements resulting from Covid-19 several officers were unable to use scheduled vacation. • Once completed and submitted for review, Administration will complete re-appropriations to close the year.

			<ul style="list-style-type: none"> • Appropriations for 2021 • Addition of PT Code Enforcement Official in the Budget • Planned performance merit increases of 3% for FY 2021 	<ul style="list-style-type: none"> • See report. <p>Motion to recommend appropriations budget for FY21 by Ms. Chaney Second by Mr. Pridonoff All members in favor</p> <ul style="list-style-type: none"> • FY21 appropriations will include the addition of a PT Code Enforcement Official. Employee will be responsible for leading Village's property maintenance enforcement program. In addition, employee will also be responsible for implementing additional programs including rental licensing and inspection programs, and vacant building program. • Employee will be assigned 1,040 annual hours worked. • Selection of employee will occur during first quarter of FY21. • Planned performance merit increases are part of the FY21 appropriations. • Merit increases will begin January FY21.
Old Business				
Announcements				The next Finance Committee meeting is scheduled for Monday, January 11, 2021 at 6 PM.
Adjourn				<p>Motion to adjourn at 6:40 PM EST by Mr. Pridonoff Second by Ms. Chaney All voted in favor</p>

Submitted by Andy Lanser, Fiscal Officer

Date: _____

Matt Boettcher, Vice Mayor & Committee Chair

Date: _____

Anna Gedeon, Asst. Clerk

Date: _____